

[YOUR FULL NAME]

[City, State, Zip] | [Phone Number] | [Email Address] | [LinkedIn/Portfolio URL]

[Date]

[Hiring Manager Name/Board Chair Name]
[Search Committee Member Title, if applicable]
[Organization Name]
[Organization Address]

Dear [Name of Board Chair or Search Committee],

It is with great respect for **[Organization Name]**'s commitment to **[Specific Mission, e.g., systemic equity/legal advocacy/community organizing]** that I submit my application for the position of Executive Director. As a dedicated advocate with [Number] years of experience in the social justice sector, I have focused my career on dismantling **[Specific Systemic Barrier]** and empowering marginalized communities through strategic leadership and sustainable advocacy.

Throughout my tenure as [Current/Previous Title] at [Current/Previous Organization], I successfully led initiatives that resulted in [Key Achievement, e.g., a 40% increase in grant funding or the passage of specific legislation]. My leadership philosophy is rooted in intersectionality and collaborative governance. I specialize in building diverse coalitions that bridge the gap between grassroots activism and institutional policy change. I am particularly drawn to your current project regarding **[Specific Program of the Org]**, as it aligns with my proven track record in [Related Skill].

Beyond administrative oversight, I bring extensive experience in restorative financial management and donor stewardship. I understand that a social justice nonprofit requires a delicate balance of fiscal responsibility and radical mission alignment. At [Previous Organization], I managed a budget of \$[Amount], ensuring that resources were directly allocated to frontline community needs while maintaining a robust reserve fund for long-term organizational health.

I am eager to bring my vision for **[Specific Social Justice Goal]** to **[Organization Name]** and to support your staff and constituents in this next chapter of growth. Thank you for your time and for your tireless work in our movement.

Sincerely,

[Your Signature]
[Your Printed Name]